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ENG 1001G-002: Composition and Language

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ENGLISH 1001G, Spring 2004

Instructor: Elise Hempel

Office: 3744 Coleman

Office hours: MWF 1:00 to 2:20, and by appointment

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Course Summary

English 1001G is a “writing-centered” course in which we’ll explore the qualities of effective writing. Since revision is essential to all good writing, we’ll focus on the process of writing, taking essays from preliminary ideas to more-developed drafts. The course will include both reading and written assignments, discussion and peer evaluation, and individual conferences to guide you through the completion of three essays. Grammar and punctuation will be reviewed as the need arises. **Note:** Students who have an ACT score in English of 14 or below, or who have no test scores on file with the university, must pass English 1000 before enrolling in English 1001G.

Texts

American Voices, 5th Edition, laGuardia/Guth

The Blair Handbook, 4th Edition, Fulwiler/Hayakawa

Here's How to Write Well, 2nd Edition, McMahon/Funk

Webster's New World Dictionary

Materials You'll Need

Notebook(s) for in-class writing and notes

Two pocket folders: one for keeping handouts, your work, etc., one for submitting work

Computer disks for saving all of your printed work

Course Requirements

You will write three papers, computer-generated and double-spaced in MLA format. Each paper will have a due date for first and second draft, and each draft will receive a point score. The final point score for that paper will be an average of the scores for both drafts. A self-commentary, describing your revisions and their purpose, will accompany each second draft submission. Your final research paper will also include a 5-point third draft. You will also complete exercises and reading assignments, participate in the evaluation of peer writing, and attend individual conferences during the writing process.

Attendance and Engagement

Regular attendance is essential, and I will give you a NC for the course should your absences become excessive. (If you need to be absent from class because of school sports, please let me know early in the semester and provide documentation.) For each half of the class, a point score will be given for “engagement.” These points will be based not only on attendance and paying attention but also on your readiness to discuss assigned readings and general involvement in the class.

Conferences

This class will incorporate individual conferences in my office, during which I’ll return your scored first draft to you and discuss the revisions you’ll need to make for your second draft. During conference week, regular class will not meet. Should you need to reschedule your conference time, please do so *beforehand*.

Grading

Points will be assigned as follows for work completed and turned in on time:

Papers 1 and 2: **10 points each**

Paper 3: **15 points**

Paper 3 third draft: **5 points**

Self-commentaries (3): **2 points each**

Exercises (2): **2 points each**

Reading responses (2): **2 points each**

Peer evaluations (3): **5 points each**

Conferences (3): **5 points each**

Engagement: **10 points total**

Therefore, your final course grade will be based on a 100-point scale:

90 to 100 = A; 80 to 89 = B; 70 to 79 = C; 69 and below = NC (no credit)

Late Work

I do not accept late work; points will only be assigned for work that is turned in on or before the due date. However, if you have an excused, unavoidable absence due to illness or emergency (you must provide documentation), I will allow you to make up the work you’ve missed.

Plagiarism

Your work is expected to be your own, and I'll question any writing that does not seem to be "in your own voice." The English Department's statement on plagiarism: Any teacher who discovers an act of plagiarism – "The appropriation or imitation of the language, ideas, and/or thoughts of another author, and representation of them as one's original work" (*Random House Dictionary of the English Language*) – has the right and the responsibility to impose upon the guilty student an appropriate penalty, up to and including immediate assignment of a grade of F for the assigned essay and a grade of F for the course, and to report the incident to the Judicial Affairs Office. Respect for the work of others should encompass all formats, including print, electronic, and oral sources.

Special Needs

If you have a documented disability and wish to receive academic accommodations, please contact the Office of Disability Services (581-6583) as soon as possible.

Writing Center

The Writing Center, at 301 Coleman Hall, is there to help you with all aspects of your writing. Occasionally, I may refer you to the Writing Center if you are having trouble with a particular essay or you need additional help with grammar, punctuation, etc. But feel free to stop by the center on your own.

Electronic Writing Portfolio (EWP)

All students must submit a document from 1001G or 1002G as part of their Electronic Writing Portfolio, a university requirement for graduation. Although the submission is your responsibility, I'll help you choose an essay and assist you in the submission process as best I can. The website for EWP information and submission form is www.eiu.edu/~assess.

Tentative Schedule

Jan. 12 to Jan.16: Introduction

Jan. 19 to Jan. 23: **M** No class **W** In-class writing **F** Peer evaluation of in-class writing

Jan. 26 to Jan. 30: **M** Discuss syllabus, introduce paper 1 **W** Review of sample drafts, conference sign-up **F** Continue draft review

Feb. 2 to Feb. 6: **M** Peer evaluation, 1st draft of paper 1 due **W and F** Conferences

Feb. 9 to Feb. 13: **M** Conferences **W** 2nd draft of paper 1 due, grammar exercise **F** No class

Feb. 16 to Feb. 20: **M** Grammar, Exercise #1 due **W** In-class writing, paper 2 **F** Reading response #1 due, review of drafts, conference sign-up

Feb. 23 to Feb. 27: **M** Continue draft review **W** Peer evaluation, 1st draft of paper 2 due **F** Begin conferences

March 1 to March 5: **M and W** Conferences **F** Open

March 8 to March 12: **M** Introduce research paper **W** 2nd draft of paper 2 due, discussion **F** Exercise #2 due

March 15 to March 19: **SPRING RECESS**

March 22 to March 26 **M** In-class exercise **W** Continue exercise **F** Workshop, review of sample draft

March 29 to April 2: **M** Workshop **W** Peer evaluation, 1st draft of paper 3 due **F** Conference sign-up, reading response #2 due

April 5 to April 9: **M** Discussion **W** Open **F** Begin conferences

April 12 to April 16: **M and W** Conferences **F** Open

April 19 to April 23: **M** 2nd draft of paper 3 due **W** Open **F** Open

April 26 to April 30: **M** Open **W** 3rd draft of paper 3 due **F** Last class day

THERE IS NO FINAL EXAM FOR 1001G

KEEP TRACK OF YOUR GRADE

Papers 1 and 2 (10 points each): #1 _____ #2 _____

Paper 3 (15 points): _____

Paper 3 third draft (5 points): _____

Self-commentaries (2 points each): #1 _____ #2 _____ #3 _____

Exercises (2 points each): #1 _____ #2 _____

Reading responses (5 points each): #1 _____ #2 _____

Peer evaluations (5 points each): #1 _____ #2 _____ #3 _____

Conferences (5 points each): #1 _____ #2 _____ #3 _____

“Engagement” (10 points total): 1st half _____ 2nd half _____
